Alcatel·Lucent

Alcatel-Lucent 400 DECT Handset
Alcatel-Lucent 300 DECT Handset

Alcatel-Lucent OmniPCX Office Communication Server

Thank you for choosing one of the Alcatel-Lucent line of telephones, and for your confidence in Alcatel-Lucent. Your ALcatel-Lucent 300 DECT Handset or Alcatel-Lucent 400 DECT Handset offers you the latest design features available from a modern telecommunications system.

To find out the essential features of the **Alcatel-Lucent 300 DECT Handset** or **Alcatel-Lucent 400 DECT Handset**, we suggest that you read carefully the first chapters of this guide.

The availability of certain features described in this guide may depend on the version or configuration of your system.
If in doubt, consult the person responsible for your system.

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Reception OK (steady)

The DECT features provided by your Alcatel system allow user mobility management via DECT cordless telephones.
Radio coverage of the ALCATEL system is ensured by a network of radio terminals. The coverage area of a radio terminal is called a cell.

- **Mobility:**

A user can make or receive calls in any cell.

- **Radio transfer:**

This feature enables the user to move during a call and go from one cell to another. The transfer takes place automatically and has no effect on the call. In some cases, slight crackling may be audible at the moment of transition.

Use of approved DECT equipment

This DECT telephone is designed to be used with a private automatic branch exchange (PABX) without an ALCATEL wire.
The CE symbol means that this product is compliant with current Community directives, more especially the following directives:

- 89/336/CEE Electromagnetic Compatibility
- 73/23/CEE (low voltage)
- 1999/5/CE (R&TTE)

Pursuant to directive 1999/5/CE (R&TTE) published in the Official Journal of the European Community of April 7, 1999, these items of equipment use the DECT harmonized frequency spectrum and can be used in all the countries of the European Community, in Switzerland and Norway.

No guarantee is given concerning possible interference affecting DECT equipment, due to other authorised utilisation of the radio frequencies concerned.

Operating conditions

This terminal and the supporting radio equipment have been designed for use with an Alcatel OmniPCX Office system and have been officially approved for private use between wireless telephones via the associated private exchange The following conditions must be respected, notably concerning the use of radioelectric frequencies:

- DECT equipment can only be used to establish links between fixed points if these links are temporary and the equivalent isotropically radiated power at the antenna is less than 250 mW
- The conditions of access to a DECT equipment telepoint network shall be stipulated by contract with the attendant of the authorized telepoint network concerned.
- The power outlet used must be close to the charger/holder and easily accessible, so that it can be used as a way to turn power on or off.
- Switch off the telephone before changing the battery.
- Do not expose your telephone to severe conditions (rain, sea air, dust, etc.)
- Correct operation of your telephone is not guaranteed at temperatures outside the range -10°C to +45°C
- You must not switch on or use your telephone near gas or inflammable liquids.
- A volume level that is too high can cause irreparable loss of hearing. Adjust the sound volume of your handset to a reasonable level.

Your telephone

Status icons

- Battery charge level:
- Message(s) waiting (flashing)
- Programmed callback time
- Call forwarding activated
- Ringer active
- Ringer deactivated
- Radio reception quality:
- Vibrator active

Call icons

- Making a call
- Answering a call
- In conversation
- Call on hold
- Access the directory feature
- Transferring a call
- Switching to DTMF signals
- Setting up a conference
- Forwarding your calls to your voice message service
- Place a call on hold
- Parking an external communication

- Switch the screen on again
- Erase a character
- Return to previous menu
- Delete an entire field (long press)

- **Hang up**
- Return to first screen
- Switch off ringer
- Lock/unlock keypad (long press)

- Company directory
- Customizing your telephone (long press)

Microphone

Back-lit screen (in colour for the 400 DECT)
The screen switches off automatically after a few seconds of inactivity. To turn it back on, press the key .

Headset jack (400 DECT)

Light
- **Green steady:** handset charging
- Green fast flashing: outside the radio field
- Red slow flashing: message present

Adjust audio volume

Access MENU
Confirm
Display next selection of a list (up, down, left, right)

Lift the receiver
Redial (long press) : Auto call back
Broker call (single-line terminal)

Activate/deactivate loudspeaker (400 DECT)
Activate/Deactivate the vibrating ringer (long press)

Switch on / off (long press)
Rapid access to ringer adjustment

1 Display and corresponding icons

Your Reflexes telephone set features a display consisting of one line of icons and two lines of 16 alphanumerics characters.

1.1 Status icons

The status icons are displayed on the welcome screen and indicate the status of the telephone.

Battery charge level:

Message(s) waiting (flashing)

Programmed callback time

Call forwarding activated

Vibrator active

Ringer active

Ringer deactivated

Radio reception quality:

You can obtain details on the status icons from the tooltips that appear on the welcome screen when you use the navigator:

1.2 Shortcut keys

All features described here below can be accessed by a long press on specific keys (**OK**: OK)
It provides access to all the features available on your system.

Directories:
manage your personal directory and access the company directory.

Redial:
Auto call back

Forward:
forward your calls to another number.

Mailbox:
consult and send voice and text messages.

Call pick-up:
answer a call intended for another telephone.

Appointment:
program a callback time.

System lock:
prohibit outgoing calls and modification of the programming.

Customizing the telephone:
program your voice mailbox, select the ringer tune, language, etc.

Adjustment:
Adjust the basic features of your telephone (preferences)

System selection

Installation

1.3 Call icons

Making a call

Incoming call - ringing

Call in progress

Call on hold

Access the directory feature

Transferring a call

Switching to DTMF signals

Setting up a conference

Place a call on hold

Parking an external communication

* In the event of a multiple call, the icons are given indices to represent the different parties

1.4 How to read this guide

Access the menus

Move the navigation key up or down

Move the navigation key to the left or right.

Use the keypad to enter digits and letters

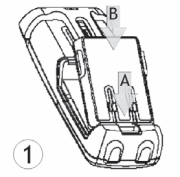
Description of an action or context.

Important information

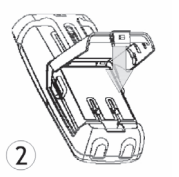
These symbols can be supplemented by small icons or texts. All default or customized feature codes are given in the table of codes in the appended sheet
The features described in this manual and indicated with an asterisk (*) can only be accessed with some software versions.

2.1 Installing the battery pack

• Installing the battery pack

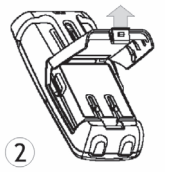


Position the battery 'connectors' side as shown in the drawing (A).
Terminate the installation of the battery in its compartment by pressing as shown in the drawing (B).

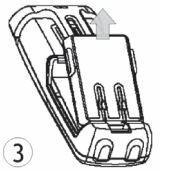


Replace the cover.

• To remove it



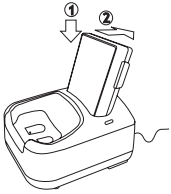
Lift up the cover.



Remove the battery from its compartment as shown in the drawing.

2.2 Charging your telephone battery

Plug the charger into an appropriate electrical outlet and place the terminal into its charger slot. The telephone LED is green when charging.



'Dual Desktop' charger: position the battery as shown in the drawing: 1- place the battery in the cradle, 2- press down backwards until it clicks into place

Recharge your telephone battery regularly. The telephone can be on or off when recharging the battery. If the telephone is to remain unused or out of its charger for several weeks, remove the battery and store it separately.

**** the battery charge time is 3.5 h.***

The two-colour indicator lamp on the dual charger gives the following indications :

- **Off:** No backup battery.
- **Red:** Backup battery on charge.
- **Green :** Backup battery charged.

Switch off the telephone before changing the battery.

2.3 Switching on your telephone

switch on (long press) — wait a few seconds (about 3s). — your telephone is switched on

If the display fails to light up or the battery icon is flashing, recharge the battery.

If the radio reception icon doesn't appear on the telephone display :

- Check that you're in an area covered (if you're not, move close to a radio terminal).
- Check that the telephone is properly installed in the system (consult the PABX manager).

If the display indicates: 'System 1 — Auto install ?', see paragraph 'Registering the telephone' or contact your installation technician.

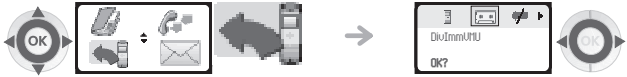
Switching off your telephone:
Press the **switch on/off** key (long press).
(**Switch the station on or off**:)

2.4 Accessing the MENU and navigating

All features described here below can be accessed by a long press on specific keys (**OK** : OK)

confirm

Accessing the features:



select the **'diversion'** feature — you can move horizontally along the various icons within the feature

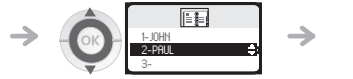
3.1 Making a call

dial the number required | send the call | speak | hang up

To make an external call, dial the outside line access code (9) before dialing your party's number.

3.2 To call from your personal directory (Individual number)

select the directory feature | confirm access to **'pers sp dial'**



select the party you wish to call | send the call

The call can be sent directly from the list of names by dialing the number of the card.

3.3 Calling your party by name (company directory)

select the directory feature

select **'directory'** | confirm | enter the first letters of your party's lastname

select the desired matching name | send the call

* If several names come up, you can refine the search by entering the successive letters (second, third, etc.) of the name you are looking for.
Press **1** when you do not know one of the letters of the name.

For fast access to this feature from the home screen page, press the directory key. (directory:)

3.4 Answering a call

you are answering a call | lift the receiver | speak | hang up

The user can be informed of an incoming call in four ways:

- by the ringer (when active), with different sounds for internal or external call

- by the buzzer (if active)

Disabling the ringer:
Press the hang up key when your telephone rings: it is still possible to answer by pressing the unhook key.

(**Hang up** : , **Lift the receiver** :)

3.5 Redial*

redial

select the no. from the last ten dialed

send the call

3.6 Requesting automatic callback if internal number is busy

The telephone of the internal party you are trying to contact is busy, and you want the person to call you back as soon as they are free.

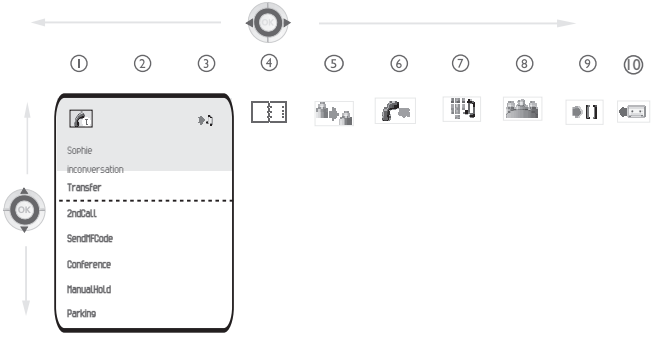
confirm the feature

To cancel the automatic callback request, enter the 'Cancel automatic callback' feature code.

3.7 During a call

During a call and without losing the connection, there are several ways to access the options offered by your system, using:

- the list of icons at the top of the screen
- the list of items at the bottom of the screen



① Call in progress

② Slot for second call (reception of a call : / call waiting :)

③ Common standby

④ Directory

⑤ Press to perform the transfer

⑥ Put through a second call

⑦ Voice frequency

⑧ Call transfer:

⑨ Camp-on (external call)

⑩ VMU transfer

4 During a call

4.1 Placing a call on hold (HOLD)

you are on call

the first call is placed on hold

4.2 Making a second call

the first call is placed on hold

calling a second person

send the call

You can also call a second party by selecting the icon or 2nd call text, or else by using your personal directory or the company directory.

4.3 Answering a second call

You are on call and a party is trying to contact you:

the caller's name is displayed for 3 seconds, and a beep is sent

lift the receiver

the first call is placed on hold

hang up the ongoing call

Over 3 seconds, move with the navigate-left-right key to the receiving a second call icon, to see the identity of the second caller (and off-hook if necessary)

(navigate-left-right : , Receive second call : , Lift the receiver :)

4.4 Switching between two calls (Broker call)

During a call, to recover the party on hold:

press the line key with icon to recover the call on hold

You can establish the identity of the waiting call without taking it by using the navigate-left-right key. (navigate-left-right :)

press the line key with icon to recover the call on hold

press the line key with icon to recover the call on hold

4.5 Transferring a call

To transfer your call to another number:

you are on call

select the '**transfer**' function select '**transfer**'

calling a second person

select the '**transfer**' function select '**transfer**'

After dialing the destination number, you can transfer the call directly without waiting for your party's reply by validating the 'Transfer' option.You can initiate the transfer by using the icon or the 'Transfer' text.The transfer between two external parties and the transfer by pressing the hang-up key depend on the system configuration.

4.6 Transfer a call to the voice mailbox of an absent party

During the call, you want to transfer your party to the voice mailbox of another party.

you are on a call with the destination number

confirm

number of second party

confirm

4.7 Three-way conference with internal and/or external parties (conference)

During a call, a second call is on hold.

select the '**conference**' feature

number of second party

select the '**conference**' feature

To cancel the conference, press the **OK** key. This will put you back to the other party.

4.8 Placing an outside call on hold (parking)

You can park an outside party in order to take the call on another set.

you are holding an external call

select the **'parking'** icon

confirm

Your party is parked and hears the hold melody.

To recover your parked call:

select the feature **'call pick-up'**

select the icon **'reconnection (call park)'**

confirm

dial the number of the set that originated parking

you are on call

If the parked call is not recovered within a preset time (by default 1 minute 30), it is directed to the attendant.

4.9 Store a number*

To store the displayed number in the personal directory while on a call:

select the directory feature

confirm access to '->pers sp dial'

confirm

select the desired position

confirm

enter the name*

confirm (twice)

*T key in the name: the keys in the keypad include letters that you can display by pressing them successively.
Example: press **'8'** twice to display the letter **'U'**.

5.1 Answering a night or a general bell

When the attendant is absent, incoming external calls are forwarded to a general bell. You can answer these calls:

select the **'pick-up'** feature

select the **'answer general bell'** feature

confirm to take the call

5.2 Individual pick-up

You hear a telephone ringing in an office where no-one can answer. If authorized, you can answer the call on your own telephone.

select the **'pick-up'** feature

confirm access to **'terminal call pick-up'**

enter number of ringing telephone

confirm

If the telephone ringing is in your own pick-up group:

select the **'pick-up'** feature

select the **'group call pick-up'** icon

confirm

The system can be configured to prevent call pick-up on certain telephones.

5.3 Hunt groups

Hunt group call:
Some extensions can be associated to form a group. You can contact any one of them by dialing the group number.

Belonging to a group does not affect the handling of speed dials. A specific telephone within a group can always be called by using its own number.

Temporary exit from your hunting group:

code of the **'group exit'** feature → your group number → lift the receiver

Return into your group:

code of the **'return to group'** feature → group no. → lift the receiver

5.4 Diverting hunting group calls

You can forward your own group calls:

code of the **'group call forwarding'** feature → no. of forwarding telephone → lift the receiver

To cancel this feature, refer to chapter 6 **'Cancelling all forwardings'**.

5.5 Sending a written message to an internal party

select the **'mail'** feature

select the **'text mails'** icon confirm dial number to be called

confirm select the message to be sent confirm

The following 27 predefined messages exist:

1	Call me back	15	MEETING ON xx.xx.xx (*)
2	Call me back tomorrow	16	MEETING ON xx.xx.xx AT xx : xx (*)
3	CALL ME BACK AT xx : xx (*)	17	Out for a while
4	CALL BACK xx.xx.xx (*)	18	Absent for the rest of the day
5	Call the attendant	19	ABSENT, BACK AT xx : xx (*)
6	Call the assistant	20	ABSENT, BACK ON xx.xx.xx AT xx : xx (*)
7	I will call back at _:_ (*)	21	ON VACATION, BACK ON xx.xx.xx (*)
8	Use paging	22	External meeting
9	Please retrieve your fax	23	EXTERN MEETING, BACK ON xx.xx.xx (*)
10	Please retrieve your mail	24	I am in room nr __ (*)
11	Please cancel your forwarding	25	In a meeting - do not disturb
12	Visitors are waiting	26	At lunch
13	You are expected at reception	27	Indisposed
14	MEETING AT xx : xx (*)	(*) *Messages to be completed using numeric keypad*	

If selected message has to be completed:

confirm access to the message to be completed — complete the message — confirm

When editing a message to be completed you can use the delete key to delete any characters key ined. (delete : C)

5.6 Sending a copy of a voice message

confirm access to the **'mail'** feature — to access the voice mailbox

personal code — confirm — select the message to copy

confirm

number or name of the recipient or list

confirm

confirm * confirm

*** To record a comment**

confirm

start recording confirm recording in progress confirm

confirm

While recording a comment you can select other features using the navigate-up-down key

(navigate-up-down : ***)***

5.7 Sending a recorded message to a number/a distribution list

confirm access to the **'mail'** feature — confirm access to the voice mail

personal code — confirm — confirm

no. or name of the recipient or the list (000 - 050)* — confirm — select the message to be sent — confirm

* Distribution lists:
- 000: the message is sent to all voice mailboxes
- 001 to 050: the message is sent to a group of voice mailboxes

To record the message

start the recording — confirm — recording in progress — confirm

send message — confirm

While the message is being recorded, you can select other features with the navigate-up-down key.

(navigate-up-down :)

5.8 Modify the automated attendant welcome message remotely

This feature enables a user with the appropriate rights to modify the automated attendant night or day-time message.

voice mail call number

send the call

number of your voice mailbox

personal code

access the 'personal options' menu

access the 'welcome messages customization' menu

follow the instructions of the voice guide

6.1 Selecting calls to be forwarded

This feature enables you to select the calls to be forwarded. These can be: external calls, internal calls (local) or all calls.

select the **'diversion'** feature

select the **'list of calls'** icon — select the type of call to forward — confirm the selection — return to idle

6.2 Immediate forwarding to your voice mailbox

select the **'diversion'** feature

select the **'diverting to your voice mailbox'** icon — confirm

6.3 Accessing your voice mailbox

When you have received a message, the voice mailbox icon flashes on the display.

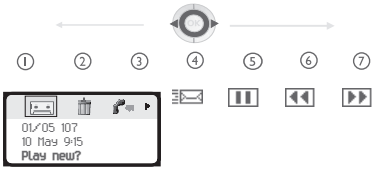
(**Message** : ✉)

confirm access to the **'mail'** feature — to access the voice mailbox

personal code — confirm — confirm

- **To access voice mail features:**

You can move horizontally along the various icons.



① **Listen to the messages**
② **Erase the current message**
③ **Call back the person who left the message**
④ **Send a copy of a message**
⑤ **Pause while listening to the message**
⑥ **Go back 10 seconds**
⑦ **Go forward 10 seconds**

6.4 Activating/deactivating the personal assistant

As well as leaving a message in the voice mailbox, the personal assistant directs the caller to an extension number, an outside number, a mobile or the switchboard.

select the **'customizing your telephone'** feature

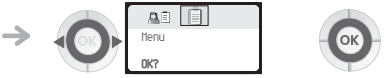
select the **'personal assistant'** icon — confirm — select active/inactive as you wish — confirm

If the personal assistant and immediate forwarding are activated simultaneously
the personal assistant features are deactivated for as long as the forwarding feature remains active.

6.5 Personal assistant: reaching you with one number only

select the **'customizing your telephone'** feature

select the **'personal assistant'** icon — confirm



select the **'menu'** icon — confirm

- **To select the type of forwarding**

enter the name of a colleague or your assistant or any other name — confirm

OR

key in an outside number — confirm

key in the number of your mobile

confirm

activate/deactivate the transfer to the switchboard

confirm

dial the number

confirm

6.6 Diverting calls to another number (immediate forwarding)

The number can be your home, cell or mobile, voice message, or an internal extension (attendant, etc.).

select the **'diversion'** feature

confirm access to immediate forwarding

dial number to be called

confirm

You can continue to make calls while your telephone is forwarded.

General remark concerning forwardings: you can only activate a single forwarding on your telephone. Programming a new forwarding will cancel the previous one.

6.7 Different types of forwardings Example of forwarding on busy

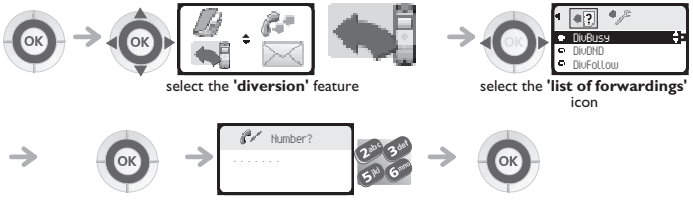
• Different types of forwardings

You can initiate different types of forwarding from the **call forward** list.

(**Call forward list** :)

- Div Busy — When you are on call, all your calls are forwarded to the number you choose.
- Div DND — Your telephone is momentarily inaccessible to all incoming calls.
- Div Follow — Your calls follow you when you are at another set.
- Div to Pag — Your calls are forwarded to your portable radio paging receiver.

• Example of forwarding on busy



select the **'diversion'** feature

select the **'list of forwardings'** icon

confirm access to forwarding on busy

dial number to be called

confirm

6.8 Cancelling all forwardings

select the **'diversion'** feature

select the **'diversion cancellation'** icon

confirm

6.9 Consulting messages left while you were away

When you have received a message, the voice mailbox icon flashes on the display.

(**Message :**)

confirm access to the **'mail'** feature — select the **'text mails'** icon

confirm — select the desired message — confirm to read it — read the message

While the message is being read you can select other features with the navigate-up-down key.

(navigate-up-down :)

7 Programming your telephone

7.1 Initializing your voice mailbox

You can use the **Message** icon on the welcome screen to initialize your voice mailbox.
(**Message** :)

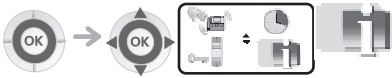
confirm

Enter your password and record your name following the spoken instructions.

Your personal code is used to access your voice mailbox and to lock your telephone.

7.2 Customizing your voice greeting

You can replace the greeting message by a personal message.

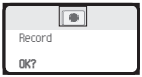


select the **'customizing your telephone'** feature

select the **'voice-mail acceptance'**

confirm

to access the voice mailbox



start recording

confirm

recording in progress

confirm

confirm

While recording the message you can select other features with the navigate-up-down key. (Navigate-up-down :)

- **To go back to the default message**

select the **'customizing your telephone'** feature — confirm

select the **'voice-mail acceptance'** — confirm — select the **'default message'** icon — confirm

7.3 Modifying your personal code

Your personal code is used to access your voice mailbox and to lock your telephone.

select the **'customizing your telephone'** feature

confirm access to **'options'** — select the **'password'** icon

enter the old password — confirm

enter the new password — confirm — confirm

Until your voice mailbox is initialised, the password is 1515. Each digit of the code is symbolized by an asterisk.

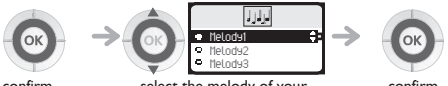
7.4 Adjusting the audio features

You can choose the ring melody of your telephone (6 options) and adjust the audio volume (4 levels). A progressing ringing tone (meeting mode) can be used.

- **Choose the tune:**

select the **'customizing your telephone'** feature

select the **setting** icon ; confirm select the **'melody'** icon



confirm select the melody of your choice confirm

- **Adjusting the ringer volume:**

select the **'customizing your telephone'** feature

confirm

select the **setting** icon

confirm

select the **'volume'** icon

confirm

select the volume of your choice

confirm

- **Activate the buzzer or the ringer**

long press

vibrator activated and ringer disabled

long press

vibrator disabled and ringer activated

This key can be used to switch rapidly from the ringer to the vibrator and vice-versa.

• Choosing the ringer melody

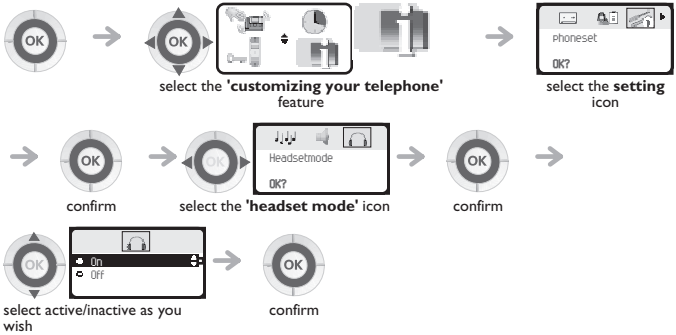
You can choose from 5 different melodies for your terminal ringer.(**Switch the station on or off:** **OK** ; OK)

① **Switch off the telephone**
② **Activate/disable the vibrator**
③ **Activate/disable the ringer**
④ **Activate/disable meeting mode (progressive ringing)**
⑤ **Lock/Unlock keypad**

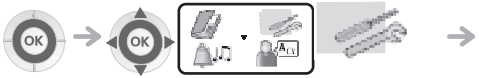
Press the **OK** key to confirm (**OK** : OK)

7.5 Activating headset mode

This mode allows you to answer calls automatically (without doing anything) and to direct the call to the external headset.



7.6 Adjusting your telephone features



select the **'adjustment'** feature

select the feature* you want to activate or disable — activate / disable — return to idle

***You can activate or disable the following features:**

Lighting	The telephone lights up when you press a key
Bell	The telephone rings when a call is received
Buzzer	The buzzer goes off when a call is received
Keypad bleep	The phone bleeps each time you press a key
Error bleep	The phone will bleep each time it detects an error
Outside area bleep	The phone bleeps if the radio link can no longer be detected
Standby screen	Screen proposed after an idle period

7.7 Adjusting screen brightness

select the **'adjustment'** feature

select the **'contrast'** icon — increase or decrease the contrast — return to idle

7.8 Selecting language

select the **'customizing your telephone'** feature

confirm access to **'options'**

confirm

select the **'language'** icon

confirm

select the language of your choice

confirm

The initial language selection is made automatically by the system.

7.9 Programming your personal directory (Individual number)

Your personal directory may contain up to 10 numbers.

select the directory feature

confirm access to **'pers sp dial'**

select the desired position

confirm (long press)

enter the name

confirm

enter the number

confirm

T key in the name: the keys in the keypad include letters that you can display by pressing them successively.
Example: press **'8'** twice to display the letter **'U'**.

7.10 Modifying a card in the personal directory

select the directory feature

confirm access to **'pers sp dial'**

select the card to be modified

confirm (long press)

move onto the letter to be modified

modify the name

confirm

move to the digit to be modified

modify the number

confirm

To delete an index card, delete the name and the number by holding down the **delete** key for a few seconds (**delete** : C).

To delete a character, briefly press the **delete** key (**delete** : C).

7.11 Programming an appointment reminder

select the **'appointment'** feature

select the **'permanent appointment'** or **'temporary appointment'** icon

enter the time of the appointment

confirm

- **Temporary appointment:** call back within the next 24 hours
- **Permanent appointment:** call back every day at the same time

At the programmed time, your telephone rings:

Press **hang up** or **Off-hook** to confirm the answer.
(**Hang up** : , **Lift the receiver** :)

If you are on call, the display flashes, a tone is sent and you will hear a beep. After a third unanswered call, the temporary call request will be cancelled but the permanent call will remain in memory. If your line is forwarded to another number, your call will not follow the forwarding.

To cancel your appointment callback request:
Select the meeting to be cancelled and press the **delete** key to delete the preset time. (**delete** : C)

7.12 Identifying the terminal you are on

The identifier or telephone number are displayed permanently when the telephone is within the radio coverage zone and is not being used (when standby screen not displayed).

7.13 Locking your telephone

This service enables you to prohibit outside calls and any programming changes on your telephone:

select the **'lock'** feature

enter your password confirm

Follow the same procedure to unlock your telephone.

Each digit is represented by an asterisk.

To select or modify your telephone interlock code, see paragraph 'Modify your password'

8 Using the telephone in GAP mode

Your telephone complies with the GAP standard and can be used in simplified mode on another DECT/GAP system (other PABX or indoor relay unit).
Unless otherwise specified, the features described below are available on your telephone in combination with the mandatory features provided by your fixed GAP system.

Automatic transfer between radio cells:
This telephone feature enables you to move around between radio relay units, without any break in communications. However, this facility depends on the inherent limitations of the fixed system, notably its ability to manage several radio relays.

Display feature:
When a call is made from the telephone, the digits dialed are displayed. When you receive a call, the display indicates the caller's number or name, if this feature is provided by the fixed system.

This utilisation may involve featureal restrictions outside the coverage of our guarantee.

8.1 Making a call

dial the number required | send the call | speak | hang up

8.2 Answering a call

you are answering a call | lift the receiver | speak | hang up

8.3 To call from your personal directory

select the directory feature

select the party you wish to call | send the call

8.4 Redialing the last number dialed (redial)

Press the **unhook** key (hold down for a few seconds). (**Lift the receiver** :)

8.5 Sending DTMF signals

During a call, you sometimes have to send DTMF signals, for example, for a voice message service, an automatic switchboard or when remotely consulting an answering machine. To do this:

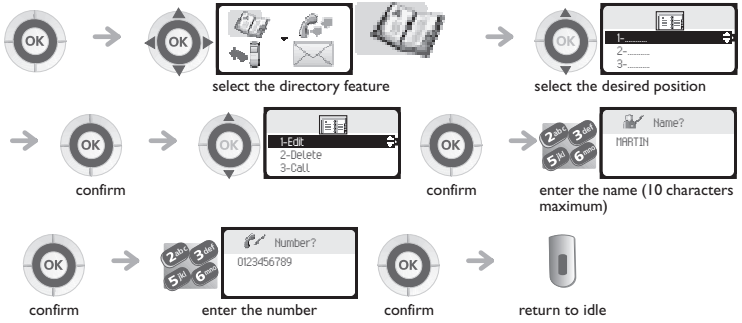
Press the **star** key (hold down for a few seconds). (**star** : *)

8.6 Sending a calibrated cut-off

The calibrated cut-off activates features such as transfer to another telephone set.
To make a calibrated cut-off:
Press the **0** key (hold down for a few seconds).

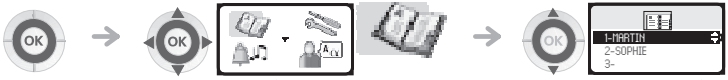
8.7 Programming your personal directory

Your directory can contain up to 12 numbers.



To key in the name : the keys in the numeric keypad include letters that you can display by pressing them successively. Example: press twice in succession on 8 to display the letter 'U'.
To insert a pause in a number, press the 1 (hold down for a few seconds).
To insert a measured break, press 0 (hold down for a few seconds).

8.8 Modifying a name or number



select the directory feature — select the card to be modified

confirm — select **'edit'** — confirm — move onto the letter to be modified

modify the name — confirm — move to the digit to be modified

modify the digit — confirm

To delete a character, use the delete key. (delete : C)

8.9 Deleting a card

select the directory feature

select the card to be deleted — confirm — select **'delete'** — confirm

8.10 Customizing and adjusting your telephone

Choosing your melody:

select the **'ringer'** feature

select the melody of your choice

confirm

return to idle

Adjusting the ringer volume:

select the **'ringer'** feature

select the **'volume'** icon

increase / reduce the volume

return to idle

Selecting language:

select the **'language'** feature

select the language of your choice

confirm

return to idle

Adjusting screen contrast:

select the **'adjustment'** feature

select the **'contrast'** icon

increase / reduce the contrast

return to idle

8.11 Adjusting your telephone features

select the **'adjustment'** feature

select the feature* you want to activate or disable

activate / disable

return to idle

***You can activate or disable the following features:**

Lighting	The telephone lights up when you press a key
Bell	The telephone rings when a call is received
Buzzer	The buzzer goes off when a call is received
Keypad bleep	You will hear a bleep each time you press a key
Error bleep	You will hear a bleep each time an error is detected
Outside area bleep	The phone bleeps when the radio link can no longer be detected
Standby screen	Screen proposed after an idle period

9 Registering the telephone

9.1 Registering the telephone on a system for the first time

For the mobile telephone to feature, it must be registered on at least one Alcatel or GAP system (registration operation).
If when first switched on the display indicates: '**System 1 — Auto install ?**' your telephone has not been registered on any system; consult your installation technician or proceed as follows:

1. Prepare your system for registration (see system installation guide).

2. When the system is ready, the station always displays the starting screen:

confirm to install the telephone — registration can begin

3. You have two subscription possibilities:

a- If the system does not use an AC code

launch subscription

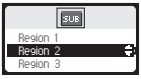
b- If the system uses an AC (authentication code)

select '**ac**' — confirm — enter the code — confirm

launch subscription — select the region corresponding to your country *

The DECT set can be programmed and can address the 4 specified frequency bands. On installation, the user of a DECT set must declare the set in the appropriate frequency band according to the country in which the user finds himself:

Europe band: 1880 MHz - 1900 MHz



US/Canada band: 1920 MHz - 1930 MHz

South America band: 1910 MHz - 1930 MHz

Asia band: 1900 MHz - 1920 MHz

Before installing your DECT set, please contact your administrator to know which frequency band you need to declare.

The registration operation can last up to 2 minutes.

- If the operation has been done correctly (subscription accepted), the telephone is ready to be used and the **radio reception quality** icon is displayed. (**Radio reception quality:** :)
- If the registration operation has not been successful, the station proposes launching the subscription again.

Utilization of the telephone in GAP mode can lead to featureal limitations for which no claims will be considered under the terms of the warranty.

9.2 Registering the telephone on other systems

The telephone can be declared on several systems (maximum of 5).
Note: the input is usually reserved for use with your main ALCATEL system. You can select the other inputs to register the telephone under another system (ALCATEL or other system).

To make a new registration, when the telephone has already been registered on one or more systems, proceed as follows:

1. Prepare your system for registration (see the system installation manual or consult your installation manager).

2. When the system is ready:

select the **'installation'** feature

enter the installation password (314987)

confirm

select a system

confirm

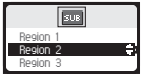
select **'install'**

confirm

select the region corresponding to your country *

The DECT set can be programmed and can address the 4 specified frequency bands. On installation, the user of a DECT set must declare the set in the appropriate frequency band according to the country in which the user finds himself:

Europe band: 1880 MHz - 1900 MHz



US/Canada band: 1920 MHz - 1930 MHz

South America band: 1910 MHz - 1930 MHz

Asia band: 1900 MHz - 1920 MHz

Before installing your DECT set, please contact your administrator to know which frequency band you need to declare.

3. You have two subscription possibilities:

a- If the system does not use an AC code

launch subscription

b- If the system uses an AC (authentication code)

select '**ac**' confirm

confirm launch subscription;

Registering the telephone

- If the registration operation runs correctly (Subscription accepted), the telephone is ready for use, and the radio coverage icon appears.
- If the registration operation has not been successful, the station proposes launching the subscription again.

- Depending on the type of system concerned, registration may require one or more additional operations on the system.

Selecting your telephone system
Your telephone can be programmed to feature on 5 different DECT systems (ALCATEL or GAP).

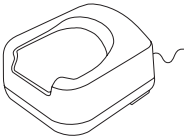
select the **'system'** feature

select the desired input (the chosen option is indicated by the radio button with a central dot)

confirm

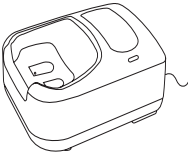
The selection is retained even after switching the telephone on/off. The selection of a specific system (SYSTEM...) forces operation on a specific system. This selection must be changed if one wishes to change system. Selecting 'Lock to any' enables the telephone to connect automatically when it enters a system coverage zone. If the systems programmed in the telephone have common coverage zones, the telephone selects the first system found.

10.1 Chargers



The 'Basic Desktop' charger includes:

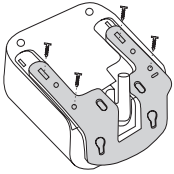
1. a telephone support,
2. a mains cable, via an AC/DC adaptor.



The 'Dual Desktop' charger includes:

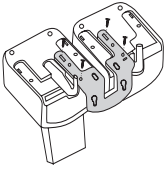
1. a support with :
   - a place for the telephone,
   - a place for an additional battery,
   - a charge indicator light for the additional battery.
2. a mains cable via a AC/DC adaptor.

• Fixing a charger on a vertical surface



The metal shielding plate under the chargers can be dismounted, enabling you to fix the charger on a vertical surface (see figure), contact your installer

• Assembling two chargers



The metal shielding plate under the chargers can be dismounted and may be used to assemble two chargers together (see figure). This assembly can also be fixed on a vertical surface, contact your installer

10.2 Characteristics of the mains power adapter

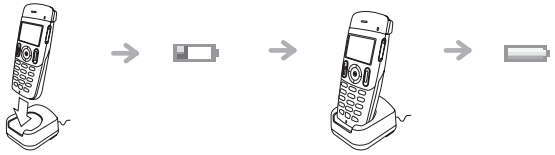
- Input: 100/240 V - 50/60 Hz
- Output: 7.5 V - 0.38 A

The power outlet used must be close to the charger/holder and easily accessible, so that it can be used as a way to turn power on or off.

10.3 Presentation of the battery pack

Autonomy of your telephone	300 DECT	400 DECT
On standby in the radio coverage zone	135 hours	135 hours
In continuous call	15 hours	13 hours

Initial charge:



Place the telephone in the charging holder

Battery icon flashing

On charge (minimum 3 or 5 hours)

Battery is fully charged (steady)

Maximum battery performance is only reached after around 10 charge/discharge cycles.

These batteries contain polluting substances: do not dispose of them in a dustbin - take them to a specialized collection point.

10.4 Headphone / external microphone

The side of the telephone features a headphone / external microphone socket. Contact your retailer to find out the characteristics of the various headphone models.

10.5 Cleaning your telephone

Your telephone does not require any particular servicing. However, it may be cleaned using a soft, damp cloth.

Do not use soap or detergent that would risk altering the colours or damaging the surface of the telephone.

10.6 Transporting and protecting your telephone

To avoid losing your telephone, get into the habit of clipping it onto your belt. Your telephone can also be carried in a protective case.

Various models of carrying case are available. Ask your installation technician for information. It is vital to use the special protective carrying case if your telephone is to be used in an industrial environment (presence of dust, filings, vapours of diverse origins and risk of being dropped). If the telephone is used with a carrying case, the belt clip must be removed.

Broker call:
Function enabling the user to switch back and forth between several simultaneous calls.

Call transfer:
Function enabling a call to be transferred to another telephone within the system.

Common directory:
This directory contains all the speed-dial numbers accessible to the users of the Alcatel system.

Conference:
The conference feature allows the user, in contact with two parties, to set up a three-way conference.

DECT:
European cordless telephone standard: Digital Enhanced Cordless Telecommunication.
DECT telephone: cordless telephone complying with the DECT standard.

GAP (Generic Access Profile):
Specific operating mode defined in the European DECT standard. The telephone GAP mode is a basic and simplified form of operation compatible with other DECT GAP systems (other PBX or indoor relay).

Hunting groups:
Several telephones grouped under one directory number. A call to this number is directed to one of the free telephones within the group.

Intrusion:
Function allowing intrusion into a call between two parties.

Personal assistant:
This facility enables the caller to avoid having to leave a message in the voice mailbox and directs him/her to an extension number, an outside number, a mobile or the switchboard.

Parking:
This feature places an outside call on hold, for subsequent recovery on another "authorised" extension within the system.

Password
This password controls access to the programming and terminal locking features by the user (default password: 1515).

Personal directory:
This directory contains the personal numbers of the user of a terminal.

Pick-up group:
This feature enables you to answer a call ringing on another terminal. Calls can only be picked up within the pick-up group.

Broker call
During a call, DTMF codes are sometimes required. These codes are used when a user wants to consult a voice server, access a PABX or remotely consult an answering machine.

Declaration of compliance

We, Alcatel-Lucent Enterprise, hereby declare that we assume the **Alcatel-Lucent 300 DECT Handset** and **Alcatel-Lucent 400 DECT Handset** to be compliant with the essential requirements of Directive 1999/5/CE of the European Parliament and Council.

This equipment uses the DECT harmonised frequency spectrum and can be used in all the countries of the European Community, Switzerland and Norway.No guarantee is given concerning possible interference affecting DECT equipment, due to other authorised utilisation of the radio frequencies concerned.
This device has been designed and manufactured not to exceed the SAR (Specific Absorption Rate) radio frequency power transmission limits established by the different countries concerned. The SAR value measured is equal to 0.061 W/kg (the globally accepted maximum limit being 1.6 W/kg)
Consumption in standby: 20 mW.

The labels and icons presented in this document are not contractually binding and may be modified without prior warning.
The labels and icons displayed on your phone depend on the system to which you are connected and may differ from those specified in this document.
Any unauthorised modification to the product shall render this declaration of compliance null and void. A copy of the original of this declaration of compliance can be obtained by post from :

Alcatel-Lucent Enterprise - Technical Services - Approvals Manager
1, route du Dr. Albert Schweitzer -
F 67408 Illkirch Cedex - France

Information relative to the environment
This symbol indicates that at the end of its life, this product should be subject to special collection and disposal in member countries of the European Union, as well as in Norway and Switzerland. By ensuring this product is disposed of correctly, you will help to conserve natural resources and help prevent potential negative consequences to the environment and human health which could otherwise be caused by inappropriate disposal of this product. For further details about recycling this product, please contact the supplier who sold you the product.

MU60370USAA-O600ed01-2406